

2012 TINNER HILL BLUES FESTIVAL

VENDOR APPLICATION AND CONTRACT

WHAT: Annual Tinner Hill Blues Festival – A Tribute to John Jackson
WHEN: Saturday, June 9 from 12–8pm RAIN OR SHINE
WHERE: Cherry Hill Park; near Route 7 and Route 29
312 Park Ave, Falls Church, VA 22046

APPLICATION DEADLINE: Monday, May 21, 2012

VENDOR STIPULATIONS:

- ❖ All spaces and set-up times will be assigned and **set-up times are firm. Please note booth size.**
- ❖ **Vendors must stay in their assigned space, which includes use of tents.** Vendors shall not sublet any part of their space or use any aisle space. Vendors are responsible for clean up of their area including any trash.
- ❖ Vendors must stay for the entire duration of the festival and may not leave the booth unattended during the show hours, except for short periods. Vendors are not permitted to disassemble their booth prior to 8pm.
- ❖ Upon conclusion of the festival, all vendors must quickly pack up their area and exit the festival area.
- ❖ Vendors must provide their own display items, tables, chairs and tent (if desired.)
- ❖ Food vendors must meet Fairfax County Health Department regulations for temporary food service establishments. For a copy of the guidelines or for questions, call (703) 246-2444.
- ❖ Tax identification numbers are required of all vendors. For tax questions, contact Jennifer Burton at the Virginia Department of Taxation at (703) 590-2390. Vendors are responsible for the licenses and taxes related to their sales.
- ❖ Selling of spray snow, "neige magic", silly string, "snap-its" or related items are prohibited. In addition, flea market and resale items are also prohibited. All items for sale must be **legal goods**. No fraudulent or counterfeit items that violate copyright laws will be permitted.
- ❖ Baked goods are to be sold by food vendors only.
- ❖ **No vending outside of your assigned booth area is permitted.**
- ❖ No vehicles are permitted in the festival area, except during the initial set-up time to deliver items!
- ❖ Electricity and water are NOT provided.
- ❖ Event organizers reserve the right to limit the number of vendors per category, **but exclusivity of items is not guaranteed. This is an application only. It does not guarantee acceptance.**
- ❖ The Tinner Hill Heritage Foundation and The City of Falls Church reserves the right to remove any item from display that does not meet guidelines.
- ❖ The Tinner Hill Heritage Foundation and They City of Falls Church will not accept responsibility for any financial commitments and/or obligations undertaken by an individual or organization and will not be responsible for lost, stolen or damaged items. You must provide your own insurance.
- ❖ No refunds or transfers.
- ❖ Confirmation materials with specific details and maps will be mailed to you in late May.

****Must be received by Monday, May 21, 2012. \$25 Late Fee must be included if after May 21, 2012.**

TO APPLY:

1. Complete the attached form.
2. Enclose a check or money order made payable to "Tinner Hill Heritage Foundation."
3. **Enclose a self-addressed stamped envelope.**
4. Mail to: Falls Church Recreation and Parks Division
Special Events
223 Little Falls Street
Falls Church, VA 22046-4304
(703) 248-5077 Fax: (703) 536-8150
5. Email to: recreation@fallschurchva.gov

Applications can also be found at www.fallschurchva.gov

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ORGANIZATION NAME: _____

CONTACT NAME: _____

COMPLETE MAILING ADDRESS: _____

ZIP: _____

E-MAIL ADDRESS: _____

TELEPHONE NUMBERS: PRIMARY: (____) _____ ALTERNATE: (____) _____

STATE SALES TAX REGISTRATION NUMBER: _____

DETAILED DESCRIPTION OF **ALL ITEMS** TO BE SOLD AND/OR DISTRIBUTED:

BOOTH TYPES, SIZES AND FEES: (CHECK ONE)

____ CIVIC: Civic/non-profit organization (501(c) 3 status)
10' (width) x 10' (depth) = \$50

____ ARTIST/CRAFTER: All items handmade **by the vendor**
10' (width) x 10' (depth) = \$150

____ BUSINESS: Including handmade items not made by the vendor
10' (width) x 10' (depth) = \$200

____ HOME IMPROVEMENT COMPANIES: 10' (width) x 10' (depth) = \$300

____ FOOD*: 10' (width) x 10' (depth) = \$250
Are you bringing a food truck to serve from? ____ Yes ____ No If yes, size _____

* All Food Vendors are required to contribute at least ten (10) complimentary meals to be used to feed event volunteers. Please list the number of volunteer meals you are willing to provide _____. Thank you!

No water can be sold by vendors. The Tinner Hill Heritage Foundation sells water at the festival for fundraising purposes.

ADD \$25 LATE FEE AFTER Monday, May 21, 2012.

Method of Payment:

Check or Money Order (made payable to ***Tinner Hill Heritage Foundation***)

ENCLOSE A SELF-ADDRESSED, STAMPED ENVELOPE

MAIL TO: FALLS CHURCH RECREATION AND PARKS DIVISION
SPECIAL EVENTS
223 LITTLE FALLS STREET
FALLS CHURCH, VA 22046-4304
PHONE: (703) 248-5077 FAX: (703) 536-8150

EMAIL TO: recreation@fallschurchva.gov

I HAVE READ THE VENDOR STIPULATIONS AND AGREE TO ABIDE BY THEM. ANY VENDOR FOUND IN VIOLATION WILL BE ASKED TO CLOSE THEIR BOOTH AND WILL FORFEIT ALL FEES PAID.

SIGNATURE _____ DATE _____

OFFICE USE ONLY=====

CATEGORY: _____ DATE RECEIVED: _____ PAID: \$ _____

BOOTH #: _____ SET-UP TIME: _____